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ટેલિફોન : ૨૬૩૦૧૩૪૧-૨૬૩૦૦૩૪૨-૪૩
૨૬૩૦૦૧૨૬ અને ૨૬૩૦૦૬૬૪
ટેલિગ્રામ : યુનિ.ગુજરાત



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ગુજરાત યુનિવર્સિટી
GUJARAT UNIVERSITY

ગુજરાત યુનિવર્સિટી કાર્યાલય,
પોસ્ટ બોક્સ નં.૪૦૧૦
નવરંગપુરા, અમદાવાદ-૩૮૦ ૦૦૯.

OFFICE OF THE GUJARAT UNIVERSITY
POST BOX NO.4010, NAVRANGPURA
AHMEDABAD-380 009.

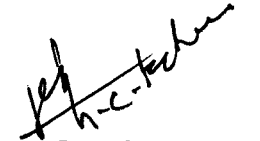
તા.૧૫-૧૨-૨૦૧૪

અત્યંત તાકીદનું

વિભાગીય ડાયરેક્ટર શ્રી/ વડાશ્રી,

ગુજરાત યુનિવર્સિટીમાં 12th plan અંતર્ગત થતી જોગવાઈઓમાં આ સાથે સામેલ પત્રમાં નિર્દીષ્ટ મુદ્દાઓ પ્રમાણે આપના વિભાગ/ ભવનની જરૂરીયાતો તા.22-12-2014 સુધીમાં અચુક આપના ડાયરેક્ટરશ્રીને પહોંચતી કરવા સત્વરે વિભાગના અધ્યાપકો/સ્ટાફ સાથે ચર્ચા/વિમર્ષ કરી જરૂરી દરખાસ્ત ઉપરોક્ત સમય મર્યાદામાં પૂર્ણ કરવા આથી જણાવવામાં આવે છે.

બિડાણ: તા. 29-05-2014 નો પત્ર


કુલસચિવશ્રી

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ગુજરાત યુનિવર્સિટી કાર્યાલય,
પોસ્ટ બોક્સ નં. 4010
નાવરંગપુરા, અમદાવાદ-380 006.



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Circular :

No. Acc-2/560B/ 27075 /2014

Date 29/5/2014

To,

- 1) All Heads of Teaching Departments, Gujarat University, Ahmedabad-9 He/she may please form a Departmental Committee for planning and purchase under UGC Grant
- 2) To all Head of administrative Department, Gujarat University, Ahmedabad-9

Gujarat University has received in amount of Rs.17.16 crores, as tentative, adhoc allocation under XII Plan period UGC as per their letter Annexure-1.

Hon. Vice Chancellor has formed a Committee to propose allocation of the amount for the various purposes across the different Departments of the University and schemes of the 12 plan.

The Executive Council vide Resolution No.13 dtd.1-2-2014 has approved the recommendation and minutes of committee are enclosed as Annexure-2.

You are required to utilize the grants under UGC XII Plan as per the procedure of the University and approval of the competent authority and statutory bodies of the University.

B.A.J.
I/c. Registrar

PHYSICS

2/6/2014

GUJARAT UNIVERSITY

ALLOCATION OF 12TH PLAN GRANT RECEIVED FROM UGC

Gujarat University has received an amount of Rs.17.16 crores as a portion of the total grant for the University under the 12th Plan allocation. The amount received has to be utilised for various purposes as listed in Appendix I as soon as possible but within six months. Further grant to be received by the University under the 12th Plan will depend upon the speedy utilisation of the amount already received. Out of the six months available for utilisation, two months have already elapsed. Therefore, **the proposed items of work have to be completed within the remaining period available, i.e., four months.**

The Hon'ble VC has formed a committee to propose allocation of the amount for various purposes across the different departments of the university and schemes of the 12th Plan.

The committee met on six occasions and after discussions and keeping in view the guidelines of the 12th Plan, the 11th Plan allocation and its utilisation, the committee has proposed the utilisation of the current allocation as per Annexure II. The role of the committee is limited to making proposals which *prima facie* appeared to be in the interest of the university and the stake holders. However, the sanctioning/approving bodies may change or modify the proposals as they deem fit to be in line with the prescribed norms for the particular item of expenditure.

Sanctions/approvals for the various items of work/activities/equipment proposed in this note should be obtained from the concerned statutory or other bodies of the university, as may be applicable, and should be done keeping in view the rules and regulations of the University/state government/funding agency, as the case may be.

The proposals regarding each item of the proposed expenditure, the method of execution of the work, etc., are given below:

1. Construction, renovation of buildings: Proposed allocation: Rs.355 lakhs.

The committee felt that most of the buildings of the departments of the University are very old and require renovation and extension. A typical case of renovation of a building will involve the following:

- (i) Strengthening the structure of the building (where required)

- (ii) Replastering the walls and whitewashing/painting the buildings.
- (iii) Water proofing the ceilings and plugging the leakages
- (iv) Construction of shades on the terraces of all buildings with metal/aluminium/fibreglass sheets. This will considerably reduce the heat on the top floor in summer and also will protect against seepage from the concrete terrace during monsoon. At present most of the buildings have seepage problems from terrace.
- (v) Installation of PVC water tanks on all buildings – this will ensure continuous water supply to the buildings. At present water is supplied from the University's main water tank and whenever the supply is stopped for any reason, which is quite frequent, no water is available in the departments, causing great inconvenience to the students and staff, especially in Science faculty, where there are practicals.
- (vi) Renovation of the existing bath rooms and toilets in all buildings and providing new fittings.
- (vii) Providing support systems for the physically challenged persons such as construction of ramp, iron bars on the stair case, toilet facilities on the ground floors, etc.
- (viii) Providing grills on the windows, doors, etc., wherever necessary, to strengthen security.
- (ix) Repairing/replacing the tiles on the floors of the departments, including polishing where necessary.
- (x) Sprucing up the drinking water area, including water proofing, providing wash basins, etc.

The above proposals should be got approved by the various bodies of the University such as Finance committee, Building committee, other statutory bodies and the Executive Council of the University, before implementation.

It may also be ensured that the above proposals are in conformity with the instructions of UGC and other bodies, as may be applicable, besides the Gujarat University rules.

For identifying the needs for the above items of work in all the departments, the Estate Department of the University may first prepare a questionnaire covering the above items and other items that they feel may be necessary. Thereafter, the Estate Department officials may visit each department/building and identify the items of work to be carried out in that department/building, in consultation with the concerned head of the department. Thereafter, they may consolidate the requirements of all the departments/buildings and make a proposal for undertaking

and completing the work in a time-bound manner, as proposed below, and put up the same for approval by the Building Committee/other bodies for approval.

Time-frame for various activities

Sr. No.	Activity	Time required in weeks
1	Approval of the above proposal by VC	1
2	Preparation of the questionnaire by Estate Dept. after approval of the above proposal by VC	1
3	Survey of all departments to identify the needs	1
4	Consolidation of the items of work and grouping of activities	1
5	Making proposals to the Building Committee/other bodies for approval	1
6	Identifying consultants and contractors for above work through the prescribed procedure and obtaining Tenders for the work from them/getting work done through govt. approved agencies or the State PWD.	1
7	Opening and summarising the quotations received through the prescribed procedure	1
8	Getting necessary approvals wherever required	1
9	Getting approvals from the Building Committee and other bodies for awarding the contracts	1
10	Placing time-bound orders <u>with penalty clause</u> to the awardees of the work	1
11	Time for completing the entire work through different contractors as above – from the date of awarding the contract	4
12	Making payments and preparing utilisation certificates	1
	Total time required	15

2. Campus Development – Proposed allocation: Rs.86 lakhs

- i) Renovation of the open air theatre – concreting/tiling the floor, construction/renovation of the stage, providing seats on the last four-five rows of the open theatre, making a boundary wall, general sprucing up of the theatre, providing lighting arrangements, etc.
- ii) Creating organised parking lots at three to four places in the campus with concrete/grill structures for regulating the parking.

- iii) Sprucing up the gardens, planting trees in an organised way, providing elevated paved platforms around the grown up trees, paving open spaces near the buildings/gardens, etc.
- iv) Canteen facilities for the staff and students of the University

The above activities may also be executed by the Estate Department as per the schedule proposed at 1 above.

3. Staff: Currently no allocation – Proposal to be made to UGC

4. Books and journals – Proposed allocation: Rs. 150 lakhs

- i) Out of the proposed amount, about Rs.90 lakhs may be spent on providing common e-resources such as e-journals, e-data bases which have annual subscription charges of Rs. 5 to 6 lakhs so as to cover a period of four to five years. Access to the use of the same may be provided to all departments through intranet. The procurements of e-journals, Science Direct and e-data bases will be done through INFLIBNET.
- ii) The remaining Rs.60 lakhs may be allocated for purchase of books and journals required to meet the specific needs of the concerned departments as proposed in Appendix III.

The above work/activities may be done by the Central Library in consultation with the departments.

5. Laboratory Equipment and Infrastructure – Proposed allocation: Rs. 650 lakhs

A Committee should be formed comprising one/two Executive Council members, Director and two senior Professors from the School of Science and two Senior Professors from other Schools along with CAO, DO and the Registrar for the purchase of scientific equipment. The Registrar/DO/CAO will be the member secretary of all proceedings.

They should invite proposals from the respective departments, finalise the same as per the requirements and the purchase should be done through proper tendering process (Technical bid & Financial bid separately) and obtaining sanction from competent authorities/bodies of the University. While allocating the funds the proportion of funds allocated in the last plan period should be kept in mind. Moreover, the departments which have already spent the allocated amounts in the first instalment may be given additional grants.

6. Annual Maintenance Contract – Proposed allocation: Rs.85 lakhs

The committee mentioned at 5 above also will coordinate the annual maintenance contracts of the various instruments/their parts by inviting AMC (Comprehensive AMC/AMC) through proper procedures from the manufacturers/service providers through their authorised agency. The sanction for the expenditure may be obtained from the competent bodies of the University, before incurring the same.

7. Innovative Research Activities – Proposed allocation: Rs. 10 lakhs

Innovative research proposals from the all University departments will be invited and allocation will be done by a Committee set up by Hon. Vice Chancellor for the purpose, which again should be got approved by the concerned authorities/bodies of the University.

8. University Industry Linkages: Rs. 10 lakhs

Proposal should be invited from departments for establishing university industry linkage programmes. Funding may be done based on the merits of the proposals. The proposals should clearly state the expected outcome/benefits of such linkages and should be approved by the competent bodies of the University. This work will be coordinated by the DO's Office.

9. Extension Activities: Rs. 10 lakhs

Proposals should be invited from departments for undertaking extension activities, such as enrichment programmes for students, study tours for students, organizing personality development programmes for students, etc. Funds may be allocated based on the merits of the proposals. This will be coordinated by the DO's Office with the help of a committee and should have the approval of the competent bodies of the University.

10. Cultural Activities: Rs. 10 lakhs

Rs. 2.5 lakhs per year will be allocated for organising cultural events at the university departments. There can be inter-departmental cultural competitions. This fund can be used by departments to participate and represent their students in events organized outside the university, including in another state. Students of all departments should be motivated to participate along with eminent persons who have made contributions in cultural activities, folk events, etc. This will provide an impetus to students to cultivate their interest towards cultural awareness and to bring out their hidden talents.

An exhibition can be organized for a couple of days displaying all the cultural history and heritage of the state and the country. This activity can be coordinated by the Youth Welfare Department, Department of Performing Arts and the Department of History.

The expenditure should be incurred with proper sanctions by the competent bodies.

11. Development of ICT: Rs. 35 lakhs

Every department based on the number of students and faculty will be provided with ICT enabled class rooms with all possible means of teaching methodology/equipment. An ICT enabled laboratory can also be established in each department for advanced research and e-Learning. The departments can also use high-end software for the subject-specific teaching, learning and research.

This work can be coordinated by the Rollwala Computer Centre and should be executed by following proper procedures of tendering, sanction, etc.

12. Health Care: Rs. 17 lakhs

About Rs.10 lakhs can be used for investment in latest diagnostic and fitness and physiotherapy equipment for cardio, muscular activation, etc., organizing first aid and malnutrition awareness programmes and events for the benefit of students/staffs. This will be coordinated by the university health centre.

13. Student Amenities Including Hostels: Rs. 34 lakhs

The amount can be utilized for the following activities:

- Setting up students' recreation centres with all facilities for fitness and entertainment
- Setting up a separate or Improving Reading area facilities with proper lighting and required furniture in hostel premises.
- Arranging potable pure water outlets (with Reverse Osmosis systems)
- Improving general ambiance of university hostels, mess, etc.
- Replacing/renovating the furniture, etc., of hostels, mess, etc., where required.

This will be coordinated by the university hostel committee and staff with the help of estate department.

14. Travel grants – Rs.90 lakhs

About Rs.22 lakhs may be used every year during the plan period for University teachers. In the beginning of every academic year, proposals may be invited from the University teachers for visits within the country and outside the country for academic-related activities.

a) The travel grant may allowed only on two occasions per year per teacher for travel within the country, subject to a maximum of Rs.20,000 per occasion, including registration, stay and travel. (Applicable to those who present papers/research works or chair sessions/deliver key note addresses, etc.)

b) In addition to travel within the country twice a year, a teacher may be given necessary financial assistance to travel outside the country as per UGC norms. The financial assistance will include air fare, visa fee, registration, stay, transport, DA as per international rules, etc.

c) The allocation of travel grants to teachers as above may be done based on proposals received. Those who have not availed travel grants in the previous academic year/s may be given preference. This activity will be co-ordinated by office of Development Officer.

15. Conferences/seminars/Symposia/Workshops – Rs.86 lakhs

About Rs.21 lakhs may be spent by the departments of the University each year for the above purpose, during the remaining four years of the plan period. For the purpose, at the beginning of the academic year, the University may invite proposals from the departments, for conducting local/regional/national/international level Conferences/Seminars/Symposia/Workshops, etc. The limits for the above purposes may be fixed as under:

Local level	:	Rs.25,000 per occasion
Regional level	:	Rs.75,000 per occasion
National level	:	Rs.2.00 lakhs per occasion
International level	:	Rs.4.00 lakhs per occasion

The University may invite proposals at the beginning of every academic year from the departments containing (i) theme, (ii) target audience, (iii) estimated expenditure, (iv) number of beneficiaries, (v) expected outcome, etc., in the standard format of the University/UGC. This activity will be co-ordinated by office of Development Officer

16. Publication Grants – Rs.5 lakhs

An amount of Rs.1.25 lakhs for each year of the remaining plan period may be given by inviting proposals from the University teachers for publishing their research work. The work to be published should be original and should be totally based on the research undertaken by the teacher. Publication of theses, text books and other normal materials which are already documented and available should not be allowed. The publication to be selected for grant should be evaluated and recommended by at least two experts in the subject. The grant may be given to a maximum of two teachers per year. Priority may be given for publications covered under ISBN. This activity will be co-ordinated by the office of Development Officer.

17. Appointment of Visiting Professors and Visiting Fellows – Rs.15 lakhs

About Rs.3.75 lakhs may be spent each year for the purpose. At the beginning of the academic year, each department may be invited to make proposals for Visiting Professors and Visiting Fellows in areas where there is a shortage of faculty in the department. Proposals may be sanctioned depending upon the needs of the departments, based on the norms already in force. While preparing the proposals, subject specialisations and specifications should be given weightage. The departments can list out the areas/specialisations where there are shortages within the University or within the departments. This activity will be co-ordinated by office of Development Officer.

18. Establishment of Career and Counselling Cell – Rs.8 lakhs

Proposals can be invited from each department every year for organising Career and Counselling related activities. Each department can be asked to nominate two faculty members for the work. There are some departments whose students are placed through campus placement. In such departments there are placement cells. For the Career and Counselling Cell, this model can be adopted. Under this Cell, funding can be provided for organising counselling sessions, upgrading their interview skills, provide practice sessions to face competitive examinations/interviews, etc. Interaction with students, mentoring, counselling, preparing, testing, etc., will form part of the broad activities of the Cell. The Cell should maintain a list of activities undertaken and the number of students who availed the facilities and also got placements. This activity will be co-ordinated by office of Development Officer in consultation with the Psychology Department.

19. Day Care Centres and

20 - Basic Facilities for Women – Rs.25 lakhs

- a) There used to be a day care centre in the University earlier. The same may be revived in the campus by providing a suitable space and appointment of two ayahs.
- i) Basic infrastructural facilities to be provided for day care centre: Rs.3 lakhs – For providing drinking water unit, furniture, toys, children's books, games, towels, bed sheets, etc.
 - ii) Expenditure per year on ayahs : (As per Govt. /UGC rules) per ayah.
 - iii) Maintenance/replacement cost of other items as above: Rs.50,000/- per year.
- b) Providing basic facilities for women: At present there are no ladies' rooms in most of the departments. A ladies' room may be provided at a Central Place which can be used by lady staff and lady students in case of need. The centre may be provided with a couple of beds, wash rooms, tables, relaxing chairs, TV, internet facilities, etc. An ayah/maid may be posted to look after the centre at a monthly remuneration of as per Govt. /UGC rules.
- c) WDC can organise seminars, conferences, etc., for the benefit of female students and female staff of the University on aspects of health, security, etc.
- d) Keeping in view the above proposals, WDC can make detailed proposals and also monitor the execution of the above activities.

21. Faculty Development Programmes (FDP) – Rs.4 lakhs

In this scheme, the IQAC and the Academic Staff College will organise either jointly or separately at least one FDP each year. The target audience will be faculty members of the University. The focus of the FDP could be the use of ICT in teaching, curriculum development, evaluation methods and other faculty development programmes for upgradation of skills. The faculty members, who are desirous of undergoing the FDP in national level institutions such as IIMA, Indian Institute of Science, etc., can also be given the available funds through IQAC. For the purpose, IQAC may circulate a notice to all departments indicating the funds available. This activity will be co-ordinated by IQAC.

22. ENCORE – Rs.10 lakhs

Every year proposals will be invited from the departments by the Development Officer to have interactive sessions by experts in the field to supplement and enrich

the teaching in the relevant areas. The funds will be spent as per the guidelines of UGC. This activity will be co-ordinated by office of Development Officers.

23. Human Rights and Duties Education – Rs.4 lakhs

This activity will be carried out jointly by the Law, Psychology, Philosophy, MLW Departments and the IQAC. They will organize one-two day seminars, workshops, conferences, guest lectures, panel discussions, etc., to create awareness about human rights and civic duties among the university students. The finance will be provided for the same. This activity will be co-ordinated by Director, School of law and the Director & Heads of departments will be the co-ordinators for conduct of the above activities.

24. Appointment /Honorarium to Guest part time teachers – Rs.7 lakhs

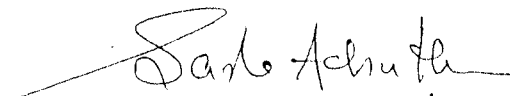
Currently there are shortages of faculty members in most of the departments. The finances under the above scheme may be used for payment of honorarium to part-time teachers and appointing teachers on contract for at most for six months. The DO office will invite proposals under this scheme and based on the requirement from the departments, funds will be distributed based on the proposals received from the departments. The department's proposals should include justification for the guest part-time teachers / appointment of teachers, their numbers, the total number of sessions to be taken by them in the year and the fund requirements. This activity will be co-ordinated by office of Development Officer.

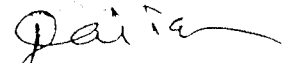
25. Overheads – Rs. 10 lakhs


The overhead amount will be used for

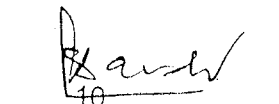
1. Issuing advertisements for procurement of equipment, construction works etc.
2. For getting the accounts audited
3. Other charges such as service charge, etc.
4. Other miscellaneous items for executing the above proposals

This activity will be co-ordinated by office of Development Officer.


(Sarla Achuthan)


(P.N. Chaitan)


(N.S. Das)


(H.C. Sankar)

अशोक कुमार डोगरा
Ashok K. Dogra

संयुक्त सचिव
Joint Secretary

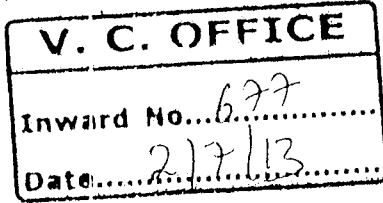
D.O.No.87-1/2012(SU-1)

Dear Sir/Madam,

As you are aware during the first year of XII Plan period, UGC has released the Plan grant on ad-hoc basis pending finalisation of XII Plan allocation. Now, the matter was placed before the Commission at its meeting held on 10th May, 2013. Based on the availability of funds from Govt. of India, Commission has approved tentative XII Plan allocation in respect of your University under Plan at Rs. 17.16 crore (Rupees seventeen crore sixteen lakh only), for XII Plan allocation, including allocation for Merged Schemes.

An adhoc grant already released to your University under General Development Assistance scheme during XI Plan Period will be adjusted against the approved allocation for XII Plan Period now proposed to be allocated to your University.

- The XII Plan General Development Assistance to universities will be provided in the form of Plan Block Grant. For State Universities, it will include construction/renovation of building (including renovation of heritage buildings), campus development, staff, books & journals, laboratory, equipment and infrastructure, annual maintenance contract, innovative research activities, university industry linkages, extension activities, cultural activities, development of ICT, health care, student amenities including hostels, Travel Grant, Conferences / Seminars / Symposia / Workshops, Publication Grant, Appointment of Visiting Professor/Visiting Fellow and Establishment of Career & Counseling Cell, Day Care Centres, Basic Facilities for Women and Faculty Development Programme, etc.
- The Concept of Merged Scheme Introduced during the XI Plan has been done away with and no separate grant under the Merged Schemes will be provided during the XII Plan.
- The scheme called ENCORE which was initiated during XI Plan now will be a part of XII Plan General Development Assistance. No separate funding will be provided for this scheme.
- The erstwhile Scheme of XI plan i.e. Human Rights and Duties Education is also covered under XII Plan General Development Assistance Scheme. No separate funding will be provided for this scheme.
- Appointment/ honorarium of guest part time teachers, now will be a part of XII Plan General Development Assistance scheme.
- Establishment of Rajiv Gandhi Chairs in Universities may be continued during XII Plan as establishment of Chairs in Universities.
- An independent scheme of Internal Quality Assurance Cell and construction of Women Hostel will be implemented in all State Universities and now will not be a part of merged scheme and shall be continued as a separate scheme.
- The Scheme of Special Honorarium to teachers who are fellows of at least two of the four science academies identified by UGC will be continued during XII Plan as a separate scheme.
- It is also mentioned here that the following schemes which were earlier part of Merged Scheme now will be implemented independently by a SCT cell of UGC and separate grant will be provided by UGC under these schemes:



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विश्वविद्यालय अनुदान आयोग
बहादुर शाह जफर मार्ग, नई दिल्ली - 110 00
UNIVERSITY GRANTS COMMISSION
Bahadur Shah Zafar Marg, New Delhi-110 00
E-mail : akdogra@ugc.ac.in

June, 2013

25 JUN 2013

- Equal Opportunity Cell
- Remedial Coaching for SC/ST/OBC (non-creamy layer) and minority community students
- Coaching for NET for SC/ST/OBC (non-creamy layer) and minority community students
- Coaching Classes for entry into services for SC/ST/OBC (non-creamy layer) and minority students.
- Schemes for persons with disabilities

The guidelines on the above scheme are being revised and will be provided to the university by the concerned bureau of UGC in due course of time

- Expenditure on construction and renovation of buildings should not exceed 50% of the total allocation of the Plan Block Grant. No building proposals in case of the universities, need to be sent to UGC for approval and the building proposals be approved at the University level itself. However, the university may place the building proposal before the Finance Committee for its approval after obtaining the approval from the Building Committee. The Building Committee should be constituted as per UGC guidelines. University may send the completion documents to UGC after completion of each building projects separately.
- University may not initiate the work / project i.e. approach road, water pipe line, electric sub-station etc which are the responsibility of the State Government. University may take up the matter with State Government or Central Government as the case may be
- The Central Vigilance Commission (CVC) vide its letter No.011/VGL/014 dated 11th February, 2011 has circulated the Instructions on "Transparency in Tendering System" and No.01-11-CTE-SH-100 dated 17.02.2011 (copy enclosed) regarding "Mobilization - Advance". Therefore, the construction work should be as per General Financial Rules, 2005 and CVC instructions issued from time to time.
- The University may follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation policy (both vertical (for SCs, STs & OBCs) and horizontal (for persons with disability etc)) in teaching and non-teaching posts.
- The release of grant will also be linked to academic and administrative reforms as well as compliance of various policies of the UGC and the Government of India.
- As per UGC (Mandatory Assessment and accreditation of Higher Educational Institutions) Regulation, 2012, it shall be the mandatory for each Higher Educational Institution to get accredited by the Accreditation Agency after passing out of two batches or six years whichever is earlier, in accordance with the norms and methodology prescribed by such agency or the Commission, as the case may be. Therefore, university may get accreditation if it has not been done so far failing which UGC will take appropriate action for withholding of all grants.
- University may maintain a separate account under plan schemes for creation of capital assets (Non-Recurring), Grant-in-Aid General (recurring) and salary head and furnish the year wise information to UGC for each item of expenditure incurred under Plan Grant indicating 'General, SC and ST' components separately
- University may utilize proportionate grant on half yearly basis. Any portion which remain unutilized will be considered to be lapsed. UGC will also consider allocating the unutilized grant of the University to other Universities which are better performing and are also following the various academic reforms as well as implementation of various policies of Govt. of India. Therefore, the University is advised to utilize the grant fully.
- University is therefore requested to work out itemwise priorities of University within the XII Plan allocation as decided here before by the Commission. The same may be sent to UGC in the enclosed format (itemwise) within one month for record purpose.
- The University may obtain the prior administrative approval of UGC for creation of any teaching posts under Block Plan Grant if it required essentially

- I hope the University must have also initiated the Academic Reforms as already circulated by the UGC vide its D.O No.F.1-2-2008 (XI Plan) dated 31st January, 2008 and subsequent reminder vide D.O.No.F.1-2-2008 (XI Plan) dated 17th October, 2012 (copy enclosed). It may also be ensured that the University has adopted the University Grants Commission (Minimum Standards and Procedure for award of M.Phil/Ph.D Degree), Regulations,2009 UGC Regulation on Minimum Qualification for appointment of teachers and other Academic staff In Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010.

In the end, I would request you to ensure that documents pertaining to utilization of the grants received by the University shall be submitted to the UGC in time to enable smooth management of funds and to avoid unnecessary audit objections. The release of grant would depend on the pace of expenditure by the University & timely submission of utilization certificate / statement of expenditure.

Please feel free for any clarifications in this regard.

With warm regards,

Your sincerely

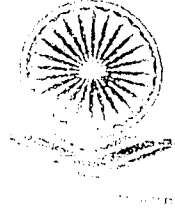
(A.K Dogra)

The Vice-Chancellor
Gujarat University,
Ahmedabad- 380 009

Incl as:-

1. Copy of CVC circular on Transparency in Tendering System.
2. Copy of CVC circular on Mobilization Advance
3. Copy of Action Plan for Academic and Administrative Reforms.
4. Copy of Academic Reforms in Universities.
5. Proforma for submitting the re-priorities.

डॉ० के. पी. सिंह
संयुक्त सचिव
Dr. K. P. Singh
Joint Secretary



विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग,
नई दिल्ली - 110 002
UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI - 110 002
Phone : 011-2323 9597
Fax : 011-2323 6347

BY SPEED POST

D.O. No. F. 1-2/2008 (XI Plan)

16th October, 2012

Subject : Action Plan for Academic and Administrative Reforms.

17 OCT 2012

Dear Sir / Madam,

This is in continuation of this office letters of even number dated January 31, 2008 and March 30, 2009 regarding academic and administrative reforms for promotion of quality and excellence in higher education in keeping with the country's long experience with various academic models and practices.

The UGC had prepared an Action Plan for Academic and Administrative Reforms as a new initiative during the XI Plan. This Action Plan was to be implemented in a time bound manner subject to a maximum of two years. The Action Plan comprised of recommendations on the following aspects:

- Semester system
- Choice - based credit system,
- Curriculum development
- Admission procedures
- Examination reform

It is proposed that during the XII Plan, the implementation of UGC Action Plan on Academic and Administrative Reforms will be linked with accreditation as well as UGC funding. Also, these reforms are necessary for the promotion of quality education. Implementation of these reforms has also been included in the UGC's Action Plan for the year 2012-13.

You are once again requested to implement the Action Plan without any further delay and inform UGC of the status of its implementation latest by 30.11.2012.

With kind regards,

Yours sincerely,

(K.P. Singh)

Copy to:

- (i) The Publication Officer, UGC, New Delhi for posting on the UGC Website.
- (ii) All UGC ROs/JS (NRCB) for circulation to Colleges.
- (iii) JS (ASC/ER), UGC, New Delhi.
- (iv) JS (CU/SU/DU), JS (RO), UGC, New Delhi.

(Shakeel Ahmed)
Deputy Secretary

- I hope the University must have also initiated the Academic Reforms as already circulated by the UGC vide its D.O No F.1-2-2008 (XI Plan) dated 31st January, 2008 and subsequent reminder vide D.O.No.F.1-2-2008 (XI Plan) dated 17th October, 2012 (copy enclosed). It may also be ensured that the University has adopted the University Grants Commission (Minimum Standards and Procedure for award of M.Phil/Ph.D Degree), Regulations,2009 UGC Regulation on Minimum Qualification for appointment of teachers and other Academic staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010.

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Please feel free for any clarifications in this regard.

With warm regards,

Your sincerely

(A.K Dogra)

The Vice-Chancellor
Gujarat University,
Ahmedabad- 380 009

Incl as:-

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2. Copy of CVC circular on Mobilization Advance
3. Copy of Action Plan for Academic and Administrative Reforms.
4. Copy of Academic Reforms in Universities.
5. Proforma for submitting the re-priorities.

D.O.No.F.1-2/2008 (XI Plan)

January 31, 2008

Subject :- New Initiatives under the 11th Plan - Academic Reform in the Universities

Dear

At the outset let me wish you a very happy and productive new year 2008.

You are aware that the UGC in its 11th Plan proposal and strategies has taken a number of new initiatives which involved steps for reforms in higher education. These include major emphasis on academic reforms in the central and state universities. Emanating from the consensus emerged in the National Conference of Vice-Chancellors, organised by the UGC on 10-11 October, 2007, these reform measures have general consensus and wider acceptability of the academic community.

While the UGC has set up a committee to work out an Action Plan to give effect to the academic reforms in the arena of admission policy, procedure and methods, examination reforms including continuous internal assessment, introduction of credit-based courses, semester system, mobility of students, credit accumulation and credit transfer and that the recommendations of the Committee will be shared with the universities after the submission of the report, it is felt that the State Universities should take lead in this regard. I, therefore, urge upon you to initiate the process of implementing academic reforms as incorporated in the 11th Plan of the UGC. Some of the important areas that require urgent attention at your end are delineated below:

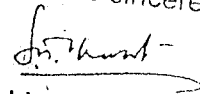
1. Admission to all courses should be determined by the past academic records of students or their performance in the entrance examination conducted by the university, with due provision for the government policy on reservation for Scheduled Castes, Scheduled Tribes, Physically Challenged and additional provisions considered appropriate and used by the universities for other disadvantaged groups.
2. The M.Phil. and Ph.D. programmes need to be made formal. Admission to these programmes should be based on combined merit

The UGC would like to reiterate here that universities are autonomous institutions and have necessary freedom to experiment new ideas and adopt practices which they consider appropriate for promoting relevance, quality and excellence and equal access, within the broad framework of the national policy. Thus, while above mentioned reforms be initiated on priority basis, the university may also combine with other best practices which the university has evolved over a period of time and found useful in promotion of relevance, quality, excellence and equal access in higher education.

You may also like to forward your considered views on the above to the UGC so that the same could be considered by the committee constituted by the UGC. The final recommendation of committee would be sent to you shortly to further help you in formulating these reforms.

With regards,

Yours sincerely,



(Sukhadeo Thorat)

Telegraphic Address
"SATARKTA: New Delhi

E-Mail Address
cenvigil@nic.in

Website
www.cvc.nic.in

EPABX
24651001 - 07

फैक्स/Fax : 24616286



सत्यमेव जयते

केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,
ब्लॉक-ए, आई.एन.ए. नई दिल्ली-110023
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi 110023

सं./No. No.011/VGL/014

दिनांक / Dated 11th February, 2011

Circular No.01/02/11

Sub: Transparency In Tendering System

There have been instances where the equipment/plant to be procured is of complex nature and the procuring organization may not possess the full knowledge of the various technical solutions available in the market to meet the desired objectives of a transparent procurement that ensures value for money spent simultaneously ensuring upgradation of technology & capacity building

2. The Commission advises that in such procurement cases where technical specifications need to be iterated more than once, it would be prudent to invite expression of interest and proceed to finalise specifications based on technical discussions/presentations with the experienced manufacturers/suppliers in a transparent manner. In such cases, two stage tendering process may be useful and be preferred. During the first stage of tendering, acceptable technical solutions can be evaluated after calling for the Expression of Interest (EOI) from the leading experienced and knowledgeable manufacturers/suppliers in the field of the proposed procurement. The broad objectives, constraints etc. could be published while calling for EOI. On receipt of the Expressions of Interest, technical discussions/presentations may be held with the short-listed manufacturers/suppliers, who are prima facie considered technically and financially capable of supplying the material or executing the proposed work. During these technical discussions stage the procurement agency may also add those other stake holders in the discussions who could add value to the decision making on the various technical aspects and evaluation criteria. Based on the discussions/presentations so held, one or more acceptable technical solutions could be decided upon laying down detailed technical specifications for each acceptable technical solution, quality bench marks, warranty requirements, delivery milestones etc., in a manner that is consistent with the objectives of the transparent procurement. At the same time care should be taken to make the specifications generic in nature so as to provide equitable opportunities to the prospective bidders. Proper record of discussions/presentations and the process of decision making should be kept.

No. 01-11-CTE-SH-100
Central Vigilance Commission

Satarkta Bhawan, Block 'A'
GPO Complex, I.N.A.,
New Delhi- 110023
Dated the 17th Feb, 2011

Circular No. 02/02/11

Sub: Mobilization Advance

Commission had earlier issued guidelines on granting of 'Mobilisation Advance' vide OM No. UU/POL/18 dated 08.12.1997, OM No. 4CC-1-CTE-2 dated 08.06.2004 and OM No. 4CC-1-CTE-2 dated 10.04.2007.

2. The matter has been further reviewed and it has decided by the Commission that following additional guidelines may be followed in case of grant of Mobilisation Advance.

- (i) The Bank Guarantee etc. taken towards security of 'Mobilisation Advance' should be at least 110% of the advance so as to enable recovery of not only principal amount but also the interest portion, if so required.
- (ii) The mobilisation advance should not be paid in less than two instalments except in special circumstances for the reasons to be recorded. This will keep check on contractor misutilizing the full utilisation advance when the work is delayed considerably.
- (iii) A clause in the tender enquiry and the contract of cases providing for interest free mobilisation advances may be stipulated that if the contract is terminated due to default of the contractor, the 'Mobilisation Advance' would be deemed as interest bearing advance at an interest rate of _____%, (to be stipulated depending on the prevailing rate at the time of issue of NIT) to be compounded quarterly.


(Anil Singh)
Chief Technical Examiner

To

All Chief Vigilance Officers

XII PLAN ALLOCATION (Item wise Re-priorities)

Name of the University:-

S.No	Item	XII Plan Allocation as revised re-priorities
1.	Construction of Renovation of buildings	
2.	Campus development	
3.	Staff	
4.	Books and Journals	
5.	Laboratory equipment and infrastructure	
6.	Annual maintenance contract	
7.	Innovative research activities	
8.	University industry linkages	
9.	Extension activities	
10.	Cultural activities	
11.	Development of ICT	
12.	Health care	
13.	Student amenities including hostels	
14.	Travel Grant,	
15.	Conferences/Seminars/Symposias/ workshops	
16.	Publication Grant	
17.	Appointment of Visiting Professor/Visiting fellows	
18.	Establishment of Career and Counseling cell	
19.	Day care centers	
20.	Basic facilities for Women	
21.	Faculty Development Programme	
22.	ENCORE	
23.	Human Rights and Duties Education	
24.	Appointment/Honorarium of Guest part time teachers	

The University may submit the repriorities under the head code 31(Grant-in-aid General) & Code 35 (Capital Assets).The amount allocated under the heads 31 & 35 should be divided into 3 components namely General 77.5%, SC@15% and ST@ 7.5%